



1 North San Antonio Road  
Los Altos, California 94022-3087

**M E M O R A N D U M**

**DATE:** September 30, 2015

**TO:** City Council

**FROM:** Marcia Somers, City Manager

**SUBJECT: CITY MANAGER – APPROVED PURCHASED BETWEEN \$50,000 AND \$75,000 FOR THE PERIOD JULY 1 TO SEPTEMBER 30, 2015**

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The City Manager's signature authority for one-time purchases is up to \$75,000. Council requested quarterly updates from the City Manager regarding additional expenditures over \$50,000.

During the period July 1 to September 30, 2015, other expenditures of between \$50,000 and \$75,000 approved by the City Manager included: 1) \$70,000 which represents the City's contribution to the Santa Clara County Household Hazardous Waste Collection Program; 2) a \$55,000 contribution to KMVT's 'Go Digital!' Capital Campaign; and 3) \$55,320 for on-call solid waste support services from R3 Consulting Group, Inc.